

February 13, 2018
7:00 p.m.

The Town of Pink Hill held its monthly board meeting on Tuesday, February 13, 2018 at 7:00 p.m. in the town hall board room. Present for the meeting were Mayor Carol Sykes, Commissioners Mike Hill, James Quinn, and Penny Murphy, Town Attorney George Jenkins, Public Works Director Timmy Kennedy, Assistant Public Works Director Phillip Swinson, Fire Chief Tony Heath, Police Chief Joey Thigpen, and Town Clerk Kimberly Mitchell.

Visitors present for the meeting were Amanda Murphy CPA, Clarence Byrd Jr., Alice Scott, Jennifer Scott, Jennifer Murphy, Andrew Odom, and Rodney Scott.

Mayor Sykes called the regular meeting to order and welcomed everyone who was here. She said she would like to ask everyone to turn their devices off, phones, or so forth if you would thank you. Mayor Sykes asked Commissioner Hill if he would lead everyone in the pledge of allegiance. Commissioner Hill then led everyone in the pledge of allegiance. Mayor Sykes asked do we have amendments tonight. Kim replied no amendments. Mayor Sykes said no amendments okay. Kim said to the agenda, no amendments to the agenda. Mayor Sykes said okay, no amendments to the agenda. Mayor Sykes asked do I have a motion to approve the consent agenda. Commissioner Hill made a motion to approve the agenda and the consent agenda and the minutes of the last meeting, January 9, 2018. Commissioner Murphy seconded the motion. Mayor Sykes said okay, is there any discussion if not, all in favor say "Aye" and the motion carried unanimously.

The first item on the agenda was Pink Hill Community Easter Egg Hunt. Jennifer Murphy said thank you for having me today. Mayor Sykes replied thank you for coming. Jennifer said we are planning to have our second annual Pink Hill Community Easter egg hunt. It will be scheduled for the 31st of March which is the day before Easter from 11:00 a.m. to 1:00 p.m. We are expanding the property. We had such an overwhelming response last year far beyond our expectations that we have asked Lenoir County Parks and Recreation if we can also use the facilities where the ballfields are. They have consented to that for the most part. I can't get a definite confirmation from them but they said yes pretty much it is okay. So I think they are a little nervous about us maybe using the gymnasium if the weather is bad but we will work around that when the time comes. We still have to, I still have to talk to the fire department to see if they will let us use the new community building and that's my bad I haven't done that yet, but I will hopefully ask them this week. We are asking that the town board may be willing to block off some of the roads because we have such a vast amount of space. We want to block off the road in front of the Methodist Church, Pine Street along the Wellness Center, and then the road in front of the gymnasium so that children will be able to go from one area to the other safely without having to worry about traffic. The 0-3 year olds will be held at the Wellness Center area and the 4-7 and 8-12 year olds will be in the ballpark area and we are going to space them this year. They will not all be at the same time. We will do the littles, then the middles, and then the older's. So that if parents have multiple children of different ages, they can go from one to the other to the other.

The only other thing that we have changed this year is 4 year olds and above parents will not be allowed in the Easter egg hunt area. We had problems last year with parents hoarding eggs for children. So some children, even though we had over 3,000 eggs and 300 children which should have been more than enough, it was not enough. Some children didn't get any eggs, so we will not allow parents into that area unless they are 3 years old and under.

The Pink Hill Ruritan's have already donated a great amount of food. The Wellness and Education Center have already donated the bags for this year. The Kinston Lion's Club is looking at possibly donating some more. Some of my father's memorial money will be used for the Easter egg hunt. I have four confirmed churches and hopefully more are going to sign up. So if anybody has a church that would like to be a part. The churches are only required to supply 250 filled eggs. We would like two adult men to supervise the egg area and to provide some type of activity. And again the activities are being divided by age also, so that the littles will have their own stuff so they don't get trampled by the bigger kids.

Commissioner Hill said so you said March 30th? Jennifer replied March 31st which is a Saturday. Commissioner Hill said okay. Jennifer said from 11:00 a.m. to 1:00 p.m. and hopefully Boyette's Sanitation will donate again this year to provide the bins.

Jennifer said we do have a gospel group, well gospel duet that is going to sing and provide music since Mr. Willis is not with us this year. He donated his time last year. She said and of course we would love the board to come and hand out candy. Mayor Sykes said Penny and I am sure we will be there like we were last year. We will be there. I don't know what we will do but...Commissioner Hill said let me ask Joey something. He said Joey do you have any problems with those streets being blocked off at that time on Friday. Chief Thigpen said no sir. Commissioner Hill said okay. Everyone interjected and said Saturday. Commissioner Hill said on Saturday. Mayor Sykes said the only thing I would say is on Pine Street is the store. Jennifer said it would only be from the Methodist Church to the gymnasium. The rest of it can stay open. Commissioner Hill said she is talking about...Kim said Pine Street in front of...Mayor Sykes said I'm sorry I am talking about Pine Street I'm sorry. Commissioner Hill said yeah they can come in to the side of the store. Mayor Sykes said well I mean I know last year it was blocked off for something and I think there was something...the people or the tenants who ran the store. Jennifer asked which store. Mayor Sykes said the Mexican store. Kim replied Linda Vista. Jennifer said oh yes yes, okay I hadn't thought about that. Mayor Sykes said yeah, I mean just leave that part open because there was some discussion about that because they stay open. But you know what they probably would not care if we ask them and I will be glad to. Jennifer said if you could ask and if it is a problem, we could probably maybe circumvent the traffic around. Mayor Sykes said right, I will talk to them about it, I mean I know them so I can do that. Commissioner Hill said well they can go out through the Wellness Center parking lot and then cut through and just leave that little area open. Jennifer said yes, we might be able to make that arrangement. The biggest thing is that we will have one person, which would be my husband, taking the food because we are going to have two separate food stations this year, one where the small ones are and one where the big ones are. She said and wherever we cook the food it is going to have to get delivered but we should be able to work around that. Mayor Sykes said okay I just wanted to mention that. Jennifer replied yea I hadn't even thought of that. Kim said we need a motion on those streets. It would be Walnut, Macon, and Pine I think. Is that correct?

Jennifer replied I think that is right. Mayor Sykes said do we have a motion. Commissioner Hill said I make a motion to block off Walnut Street, Pine Street, and Macon Street and the gym out to Turner Street. Mayor Sykes said do I have a second. Commissioner Quinn seconded the motion. Mayor Sykes asked is there any discussion, if not, all in favor say "Aye" and the motion carried unanimously. Mayor Sykes thanked Jennifer and said she would take care of it and also the other church that she was telling her about too.

The next item on the agenda was Presentation of FY 2016-2017 Audit Report. Amanda said good evening and the board replied good evening. Commissioner Hill asked how are you doing? Amanda replied I am good, I hope y'all are. Mayor Sykes said we hope that audit report is good. Amanda replied it always is and my findings are always pretty minor, I think and nothing too major. Amanda said I will start with the management letter that is stuck in the front of your books. Down about middle way I start with my findings and of course, you are all familiar with the very first finding the segregation of duties issue. Local Government Commission expects that finding because the Town of Pink Hill is so small. It just wouldn't be cost efficient to hire another person just so you could segregate duties that need to be segregated. So the board needs to be proactive, stay involved, review reports, look at bank statements, and then you have got Connie too. An outside set of eyes so to me you do mitigate that finding somewhat. The second finding that I had, the Powell bill report is statutorily due August 1st. It was filed a few days late, so we just need to try to file that by the due date. Also too on invoices that are designated for Powell bill, you are supposed to include the street names on those invoices according to the compliance supplement. So in some of my testing I think I discovered two invoices that they didn't have any streets listed on them. So you need to be a little bit more careful in case DOT ever comes in and looks at anything you know you will be compliant. Kim said so that was the actual invoice from the business that they sent us. They did not put the streets, is that what you are saying. Amanda replied yes, so you just write them on there. Kim said okay. Amanda said just so it is designated what street it applies to. Kim said okay. Amanda said and then the third is not a finding it is just some information and we will talk about that later when we get to the reports.

Amanda said if you will open your books and Pages 1-3 is your Auditors Report. You have got an unmodified opinion and a clean opinion which is what we always want. Anything other than that is an issue. You did get an unmodified report. She said on Page 13 the Statement of Net Position. This particular statement shows the financial position of the Town of Pink as of June 30, 2017. I tried to highlight a couple of items that I wanted to point out. Your cash and restricted cash increased. You had an increase in your total cash of \$36,000 this year and it has been on the increase ever since 2011, so that has been a good positive trend that has been taking place since then. This particular statement shows what was owed to the town and what the town owed. It shows the amount you had in the bank, your fixed assets, and then your net position or your net worth down at the bottom.

Amanda said if you will turn to Page 15. Local Government Commission looks at this statement pretty closely because they want to keep the amount of fund balance that you have available for appropriation. They want to make sure that you are above the limit that they set. They want you to be at least at 8% and y'all have surpassed that amount. I think this past year your fund balance available for appropriation was 107%, so you are in very good shape as far as the fund

balance that you have available to appropriate for the next year. Mayor Sykes said that doesn't mean that we can go wild and spend it. Amanda said that is right because I had one town and it took one year for them to...I mean it was gone in one year. Mayor Sykes said well Kim won't let us do that so we are okay.

Amanda said flipping over to Page 19. This statement like I tell you every year shows the original budget and the final budget. The Local Government Commission just wants to make sure that you are amending your budget because you are going to have unforeseen things that come up throughout the year as far as revenues and expenditures. They just want to make sure that if those numbers change. They want to see that you are amending your budget throughout the year.

Amanda said if you will flip to Page 23. This is the statement of Cash Flows for the Water/Sewer Fund. The Local Government Commission also looks at this statement pretty close. This statement shows how you used your cash in the water fund throughout the year. It shows the source of the cash, the cash that came in, and then how you spent your cash. And that second highlighted item "Net cash provided by operating activities" that number needs to be positive because if that was a negative number then that would mean that you are spending excessively in your water/sewer fund or that either your billing is not enough to cover your operating expenditures. So your net cash that was provided by operating activities was a positive \$54,000 and that is good. That is what the Local Government wants to see. She said but you did have a decrease in the water fund in your cash account of \$13,000 and if you will look up about middle way, you will see that the money you have to spend on interest and principle and purchasing fixed assets, that's where your money is going. That's why you are in the negative. You brought in enough of money to operate on but it is taking more cash to pay off principle and interest. One reason you had to start paying principle payments on those two USDA loans. This was the first year that you had to start paying principle so that is why. I think you saw that decrease in your water/sewer bank account this year.

Amanda said Pages 24-51 and you don't have to turn to those pages. It is just a narrative explanation of what makes up the account balances. If you wanted to see the details of the notes that the town owes, it is in these notes. They will put you to sleep if you read them a whole lot.

Amanda said turn to Page 60. This is the detailed statement that shows the money that came in to the General Fund and the money that was spent out as far as what department. On Page 60 the good news is your revenues exceeded your expenditures this year by \$35,230 and one of the driving forces of that was your local option sales tax. It was up about \$10,000 so that helped to boost your fund balance for this past year and also the Fire Department fundraising and donations, that income was up as well. Primarily as far as expenses, the main increase in expenses was salaries and benefits and you are going to see that every year as long as health insurance is a factor. It is going to go up every year and that was the major increase was just in salaries and benefits. So I was happy to see that you did have an addition to your fund balance this year.

Amanda said on Page 61 and 62. This is the detailed statement of revenues and expenses for the Water/Sewer Fund. On Page 62 as I told you earlier your expenditures exceeded your revenue

billings, your water billings by \$12,200. So what that meant was, like I said, your billings were not enough to cover what you spent this past year and that again was due to do, I think, the fact that you had to start paying that principle payment on that USDA loan. She said but there was a rate increase for this coming year, so I am hoping that that will eliminate that problem and next year we will be back on the plus side again. Kim said plus we have got the new sewer with Duplin County. Amanda said right, so hopefully with those rate increases and everything we will be...I don't think your capital spending is going to be as much as it was either because last year was the year you bought the truck and some other equipment. So I am thinking next year you will be back on the positive side and should be okay. So sometimes rate increases are necessary. Sometimes they are necessary when you are spending more than you have got coming in, then a rate increase is necessary sometimes.

Amanda said the last thing is on Page 64. This is just your property tax collection rates which are very good. Your total property tax collection was 96.34% and the state average is 96.24% so you are right in line with the state average. The property tax collection without motor vehicles was 96.03% and I think the state average is like 95.98% when you compare it to a town this size. You're above the average property tax collections as far as the state is concerned. And then your motor vehicle, ever since the state implemented the tax and tag program, those property tax collection rates have been close to 100% because you know if you don't pay your property taxes, you don't get your tags anymore. So that has been a plus. And I just want to share this little thing; I read today in one of my memos and I thought this was pretty interesting that the state did a comparison of...they looked at the 2016 motor vehicle collections and compared them back to 2013 and there had been a \$26 million dollar increase because of the way they had changed their collection. That is unreal isn't it? Mayor Sykes replied it is unreal. Amanda said just because they changed the way they collect their taxes and that has been a positive thing for the town too because used to vehicle tax collection rates were 89-88% and now they are close to 100%. So that has been a good thing and one good thing the state has done.

Amanda said that is about all that I have and I just wanted to tell you how much I appreciate working for the town. And I just want to commend Kim and Shelia for the good job that they do. They are very diligent in their work and they make my job a lot easier. They want it to be correct and it is pretty much complete when I come and that makes my job a lot easier and I do appreciate it. Mayor Sykes said well thank you and I think they do a great job. Mayor Sykes said I think we need to give Kim and Shelia a hand and tell them and Amanda too. Amanda said and I thank the board. Amanda said if anybody has any questions, my phone number is on the front of the book. If you have a question about anything, please call me. Mayor Sykes and the board thanked Amanda. Mayor Sykes said thank you Amanda so much and Kim you and Shelia too, thank y'all. Kim replied thanks. Mayor Sykes said because she is right you're on the ball. Amanda told the board to have a good night.

The next item on the agenda was Tiny House Festival Update. Andrew Odom said so this is probably the last time I will be in front of y'all until the festival starts because we are down to 68 days now until the festival happens. Of course for any of you who don't know the 2018 Tiny House NC Street Festival we are the only alternative housing, small housing, tiny housing festival in the state of North Carolina which makes it incredibly special for us to be having it here. So I just wanted to kind of show a map. This is kind of the final territorial sort of thing

after talking with several people that I guess needed to be talked to. You know police guy and all that stuff. At any rate so basically we are starting at the same place this year. The only thing is we have relocated the entrance because we had people flooding out into the street and we had not chose to close that street off. It is not necessary to close that street off. In fact it is kind of, I don't know, adverse to the flow of traffic in the city so we are not going to ask to close that off. We are just going to relocate the entrance. But if you will notice main parking is in that Jones Street area anyway, so it helps with the pedestrian traffic coming straight into the entrance rather than tooling around and doing whatever it is they do around that corner. Plus it keeps people off his green grass right there on the corner. So Fire Department is right here and Police Department is right here. The flow of traffic is still the same as it should be so that they can operate on a normal basis. The only thing that is different is we stopped right there last year and we've gotten the clearance to go right here. I drew a right angle because I don't really like angled lines so I literally drew a right angle to make myself happy, but it is more of an angled line there straight across. So it goes from that telephone pole across from the tennis court to the green grass to the empty lot there. So that allows us a little bit more space. One of the things we are not doing is we are not going to have vendors and stuff off of the main grounds. So Central is going to be the location of everything this year. He said so once people are in they can feel like they know everything that is happening without feeling like they are missing something or oh we didn't see that, where is that, that sort of thing.

Andrew said some things are going to stay the same. We have got our little dry camping right there. This year I was telling a couple of folks earlier this year is going to be a little different, in the fact that last year we had just a touch over 5,000 people. This year we are probably expected to have about 6,000 to 6,200 people which means you know more people, more exposure, and more dollars into the town. Last year we had 15 tiny houses and this year we have 23 tiny houses. So we literally will have a lot of small houses that can fit in peoples bathrooms and stuff just hanging out. This year we are also going to have some different sort of houses. We did have a van conversion last year. We are going to have a van conversion this year and we will have the addition of one more school bus conversion this year because they are becoming extremely popular. I don't if y'all have noticed but they have got their own TV show now called Bus Conversions. I guess if it is on TV, people want to see how it is done. So we have got a really nice selection and it is going to be a lot of fun. I was telling the mayor earlier that we have got different things planned this year. We are not having as many speakers because it is really not a value any more to have people just kind of stand there and talk. So we have narrowed it down to just six people who are going to be doing actual hands on presentations. We have got two performers this year who are both tiny house dwellers imagine that. They will be there and we have got...I didn't tell you this mayor so I am just going to throw it on you...get ready. On Saturday evening we are actually going to be holding a wedding at the tiny chapel which will be back except we do not know who is getting married. Mayor Sykes said you were not supposed to tell that on me now. Andrew laughed. Mayor Sykes said now you have spread the word. Andrew said I have and it will get around quick. It is going to be a contest so people are going to be able to enter to win the wedding and we have got sponsors that are going to sponsor the flowers and the cake and all that sort of stuff. So it is going to be kind of a neat little thing. Mayor Sykes said so I have got to find me somebody hadn't I (laughing). Andrew said yes so it will be a lot more pressed because that is kind of unusual. I am really excited about being able to do that and you know that sort of thing.

Andrew said the other things are of course we are having security provided by the police department. This year we are bringing on the volunteer fire department. They are going to be one of our food vendors. They are going to be providing barbeque so that these people coming from western Carolina can experience real barbeque because bless their heart they think smothering it with red sauce and all that stuff is real. So we are going to do it right for them. We have pulled Chef-N-Farmer as a sponsor again and Mother Earth back just for Saturday this year. He said not two days, not three days, just one day. We have got some other people coming in as sponsors so it is going to be really exciting. We are looking forward to it and if anyone has any questions, you can always contact me by phone, text, Facebook, or whatever. I usually spend a couple of nights a month in the clink. You can come visit me there or whatever. He said me and Joey just play poker and stuff all night long. Mayor Sykes said y'all haven't invited me. Andrew said yeah we could. So this will actually be online on the web site not too far from now, a couple of weeks once I have really narrowed it down but so you will be able to view that. That is what it is looking like so far and as we get closer we will start getting a lot more interest in Pink Hill in terms of press and stuff like that. Andrew said anybody have any questions. Mayor Sykes asked what date is that again. Andrew replied the 27th through the 29th of April. Mayor Sykes said so when will the houses be here. Andrew said the houses will start rolling in Thursday after 2:00 p.m. on the 26th so there will probably be some people wandering about on that Thursday trying to figure out what is up. Yeah we will be rolling them in on the 26th and they will be here until first thing Monday morning and then they have to be out by 10 o'clock on Monday morning. Andrew said thank you so much. Mayor Sykes said thank you Andrew and we look forward to it.

The next item on the agenda was Pink Hill Area Preservation & Development Committee to Discuss Media Center for CDBG & Request Walnut Street for Rose Festival. Alice Scott said thank you for letting us come tonight, appreciate that. We wanted to come back again tonight just to say to the town board that we want to continue to work with you on the media administrative building in hopes that you will be able to get the grant working to renovate that property. So we have some new leadership in the Pink Hill Area Preservation & Development Committee. It seems like you had two letters before from Bruce Maslin and from Jonathan Kennedy. So now Alice Scott is sending you a request again to give you our support on behalf of the Pink Hill Area Preservation & Development Committee. Mayor Sykes said okay who did you say is on the committee now. Alice Scott said I am chairing it and Jennifer Scott, Dr. Ed Little, and Bruce Maslin. Mayor Sykes said oh okay. Alice Scott asked if there was any questions or comments that they would like to make on that. Mayor Sykes asked the board if they had any questions. The board replied no.

Alice Scott said and I think the second thing on our list was just to add Walnut Street in talking with the fire department and the Rose Festival and the Firemen's Day coming up. We felt that we need to also add Walnut Street to the streets available for the festival and that will be May 19th, Saturday May the 19th. We have had a meeting with the fire department and I thought it was a very positive meeting and I think we've got some good things working together for the festival this year. Mayor Sykes said okay, thank you.

Kim said we need a motion on adding Walnut Street because that was the only street that did not get added in the previous time that they asked for streets. Commissioner Hill made a motion to add Walnut Street to the Rose festival. Commissioner Murphy seconded the motion. Mayor Sykes said is there any discussion, if not, all in favor say "Aye" and the motion carried unanimously.

The next item on the agenda was Further Discussion of CDBG Application & Final Decision:
a. Adopt Resolution for Application for CDBG Funding Broadband Project (Tabled at January Meeting)
b. Adopt Resolution CDBG Compliance Plans & Policies (Tabled at January Meeting).
Mayor Sykes said we have done the resolutions right Kim? Kim replied no. Mayor Sykes said so we have not done them. Kim said you were not going to do that...you were going to do that last time when David was here but he said not to do them until you made your decision. Mayor Sykes said okay well I have been thinking about this thing a lot and of course it is not up to me but it is up to the board, but I just do not see how we can accept this grant and pay the bills. I mean we will be responsible for paying everything after the grant the power, the insurance, and everything and I don't know where the money is coming from. We don't have the money to pay the bills and I don't want to tax our taxpayers any more money in order to be able to do it. Now if y'all can see a reason and how we can pay for it that is great, but I can't. So I am going to let y'all have the discussion on it and maybe y'all have come up with something. Andrew had some good ideas a while ago when we were talking but it doesn't pay the bills and like I told him if you birth a baby, you have got to feed it about every four hours. And I don't see where it is coming from. We don't have the resources and I just like I say I don't want to tax our people.

Commissioner Murphy said do we have any idea of what kind of money we are looking at. Mayor Sykes said well even if the building was renovated we have got to...Commissioner Murphy said no I just realized what kind of money we are talking about to do...Mayor Sykes asked to do the building? Commissioner Murphy replied not to do the building I understand that but to pay the bills is what I am saying. I mean I am just trying to wrap my mind around it. Mayor Sykes said well you can take our bills here. Kim said well you would have water, sewer, and the garbage. You would have your lights and the insurance. Commissioner Murphy said I realize all of that. Kim said as far as a dollar amount...Mayor Sykes said just a minute. Kim said as far as...I will give you an example as far as like the library that the town owns, right now we pay yearly close to \$10,000 and that is for everything as far as water, sewer, garbage, lights, the fuel, and the insurance and that doesn't include the \$400 that we put in to help with maintenance and stuff on that as well and that doesn't include any...They try to do the maintenance of the yard and keeping the yard up but if our guys go but it is close to \$10,000 and that is just for that house. Commissioner Murphy said that is smaller than what we would be looking at. Mayor Sykes said oh yeah. Commissioner Hill said the grant was for \$500,000. Mayor Sykes said yes, \$450,000. Kim said well it was \$500,000 but \$50,000 was for the administration cost and the rest was for doing the repairs and everything in it. Which David Harris said that the \$450,000 would not cover all of the cost of repairing the building most likely. Commissioner Hill said that was what I was talking about. Mayor Sykes said so we would be having to do that and we would if we did this and we could afford it or whatever and then they went heads up or whatever you want to call it, we would be left with everything and we would be responsible for paying that. Kim said we would have to pay that \$500,000 back to the state. If we had different entities in the building that has to be broadband minded, if they did not work

out, the town would be responsible for paying that \$500,000 back to the state. So my concern was is the town going to be able to keep people in those whatever it was that they were going to put in there. Are you going to be able to do it for the length of the grant period? Commissioner Murphy said right because I mean Susan spoke at the last meeting I reviewed the minutes or whatever that she said, what they've looked at or whatever you remember the Think Tank and whatnot other places that she just estimated it would be what 2 years before she thought it would be self-sustaining. Mayor Sykes said but the minute we take it over, I mean the minute we do this you know all of these bills have got to be paid. Commissioner Murphy said alright I know that. Mayor Sykes said well I know you know that, yeah telephone \$1,000 or whatever. I am just afraid that in my opinion I don't think we can afford it and I don't want to tax our taxpayers with it. Commissioner Murphy said it is a big gamble is what you are saying. Mayor Sykes replied yes and I personally don't want to take the gamble but that certainly is entirely up to you all.

Commissioner Hill said I am like you I don't see where we are going to get the money unless we have a lot of people coming before us to say yes we want it and we are going to go in there and have long term contracts. That is the only way we could afford it and nobody is going to give us a definite yes or no before it's built. Mayor Sykes said no. Commissioner Hill said and they are not going to want to sign a long term contract. Mayor Sykes said well I just don't have a good feeling about it, I just don't. Commissioner Hill said it is a great idea, yes. Mayor Sykes said it is a wonderful idea and I am sorry that. Commissioner Hill said the town just can't do it by their self. Mayor Sykes said you heard the audit report. Commissioner Hill said yes. Mayor Sykes said and we are not going to use the grant money that we got some years ago for this. We can't do it because there are things coming up that we are going to have to use it on like waterline extensions and we can use it for that, but we are not going to use it for anything else other than something like water and sewer or the assets in the town that we need. Mayor Sykes said so what do y'all think? Commissioner Hill said I have said my peace. Mayor Sykes said huh? Commissioner Hill replied I have said my peace, I don't see where we can afford it. Mayor Sykes said Alice we need to...I mean she wants to speak...don't we need to finish. Okay we need to finish before I mean because right now. Kim asked do they need to vote before they hear. George said that is up to them but they need to finish their discussion. Mayor Sykes said yes we need to finish our discussion so what are we going to do one way or the other. Commissioner Quinn stated I don't think we can afford it. Mayor Sykes asked is that a motion. George said no you can just let it die for a lack of a motion or you can make a motion not to pursue it.

Commissioner Murphy said I have got one more question and I am looking at my phone because I had some notes and I don't know if they were from the minutes or whatever. I am just trying to make an informed decision here. She said there is some things from the last meeting because they said and I apologize for not knowing all these things but being relatively new. Our economic development fund exactly what is that and what do we use it for? Mayor Sykes replied that fund came from a grant when Cordset Designs came. Commissioner Murphy said and that is what you were just talking about. Mayor Sykes said right and that is what it is for economic development but it was mainly used for now since it has been cleared but it is more for the development like extending water lines or sewer lines that is what it is for. Commissioner

Murphy said so that is the same thing as infrastructure. Kim and Mayor Sykes replied infrastructure, yes.

George said it would probably be...never mind. Mayor Sykes said I mean are we going to do one or the other I mean we have dragged on now. George said technically a motion is supposed to be a positive motion and you are not supposed to make a negative motion. In other words a negative motion is not to proceed. If you choose not to proceed, then just let it die. Mayor Sykes said and so but does that mean that...Kim said that means we wouldn't proceed with it correct? George replied correct. Mayor Sykes said okay well whatever we are supposed to do. Kim said but my question was did they need to hear what the other people have said before they make their decision, that was my question. George replied yes, they certainly can. Commissioner Hill said we will listen to them.

Commissioner Hill said Jennifer did you have something to say. Jennifer said well I met with Dr. Hunt, the President of LCC, and we were talking about what it would cost per month or week because he had done the architectural plans with projections of the budget. We had talked about between \$1,000 and \$1,200 per month for that building. Commissioner Murphy said that was pretty much what you said. Jennifer said because you were saying at the time but then you said about \$1,000 for the library, that's what I had to say. Mayor Sykes asked Alice did she have anything to say. Alice replied since I am back into the program again I just wanted to ask of the possibility of delaying it at least another month just a little more exploratory potential tenants that might be in that building if that is possible. I don't know what the timeline is for the grant. Mayor Sykes said well it is time for it, we need to. Alice asked do you have another month maybe to get it? Mayor Sykes said personally I don't see where all this money is going to come from, I mean it is all on the town every bit of it, every cent of it is. And I just, of course I don't know that much about it but if we don't have the tenants now and we have been talking about this for ever how long and we don't have the tenants by now, what makes us think we are going to have tenants in a month. And we would have to have that guarantee in writing that they would be the tenants and they would pay so much a month you know to make sure we didn't go in the water and there may be something but I don't think so. Commissioner Hill said that is what I said a while ago about having tenants already signed up and with long term contracts because if they don't sign a long term contract, they stay there six months and pull out, then we have lost, we have already lost. Kim said well the thing with the application process too this has to be completed David Harris said by June 30th the end of the fiscal year, everything does. You know as far as the project needs to be moving forward. Mayor Sykes said thank you for your info though. She said okay are we ready to move on George or what do I need to say? Kim said well if they don't make a motion. George said you can ask is there a motion to put the matter before the commission and if there is not, move to the next item on the agenda. Mayor Sykes said okay is there a motion? Agenda #9 the CDBG Application & Final Decision died for a lack of a motion.

The next item on the agenda was Road to Access Property on Spray Field (Dean Rouse). Mayor Sykes said this agenda item needs to go into closed session due to discussing a contract. George stated number ten. Mayor Sykes said yes, we need to go into closed session and I have to ask all of you to leave and I am sorry. Timmy asked can I make a request. Mayor Sykes replied sure. He stated you have closed session down on 20 can you just skip over or do you have to... George

said I would suggest you combine them and move this down to closed session. Commissioner Hill made a motion to move agenda #10 to closed session agenda #20. Commissioner Murphy seconded the motion. Mayor Sykes said okay is there any discussion if not, all in favor say "Aye" and the motion carried unanimously. Mayor Sykes said thank you all for coming, I mean you can wait outside if you want to. Kim stated we are not going into closed session. George stated we are not there yet. Mayor Sykes oh we aren't going now, okay sorry. Commissioner Hill said to closed session. Kim said to closed session is what he said. Mayor Sykes said my mistake and George said not to go into closed session. Mayor Sykes said okay.

The next item on the agenda was WASA Report. Commissioner Hill said the other night at the WASA meeting due to the extreme cold weather we had and due to Hurricane Matthew changing the course of the river, they almost had to shut the WASA plant down. The river has moved sand and silt up almost to the intakes where it used to be the deepest part of the river. It has moved up river about 100 to maybe 200 feet. What they are having to do, and I know y'all want understand this, but when that silt comes in they have to airburst the screen back out to clean them off so the fresh water will flow back in. During the extreme cold weather they started airbursting. What it did it causes slush. The river was frozen about two feet thick in that area. You could see right on up the river, it was crazy. It made it about a ten foot slush there. They were doing some work down there and one of the divers went in and he couldn't even get to the screens because of the slush. It was so thick and what WASA is doing was spending the money to move the screens, the intake on up river where now is the deepest part. They are going to have to do a lot of shoring of the river there to keep it. Hopefully that another Matthew comes it won't fill that up. I just wanted to bring it to everybody's attention. Mayor Sykes said so what is that going to cost us. Commissioner Hill replied nothing. We have the money, I mean WASA has the money to do it with. I just wanted everybody to know that they come close to having to shut the plant down. Mayor Sykes asked what would have happened, I mean. Commissioner Hill said we would have just had to go back on our wells. Mayor Sykes said okay. Commissioner Hill said every entity would have had to go back on their wells. Mayor Sykes said okay. Commissioner Hill said which we run our wells all the time anyhow. Mayor Sykes said well good. Commissioner Hill said we have got the money to do it without having to raise the rates and all this. Mayor Sykes said we want have to? Commissioner Hill replied no. Mayor Sykes said well good. Commissioner Hill said we hope we can keep the rates that we got for at least 10 years. Mayor Sykes said well that is good. Mayor Sykes thanked Commissioner Hill.

The next item on the agenda was Adopt Language Access Plan. Kim said we have to have a language access plan because of USDA with our grants/monies or loans I should say that we get like for the fire trucks and stuff. Any type of grant or project that you do you have to have a language access plan. So there is one in your book and we would, I mean it is to prevent language barriers basically. So like Hispanic people if they come in and we are having like, they are wanting to ask questions or something and that is what the policy is for. She said but all towns have to have them due to grants and USDA. Because we have loans with them it is a requirement that we have a language access plan now. Kim said it is in your book. Mayor Sykes said so we need a motion to accept it. She asked the board did y'all understand what she said. Do we need to get an interpreter in here? Kim said it is just a basic, I mean it is a requirement by the state and USDA that we have to have one. Commissioner Hill said okay my question is if they have questions and come in, who provides the interpreter. Kim said we do, the town has to

be required. I mean we will have to have somebody and it cannot be just somebody off the street. It has to be an organization or somebody special. It cannot be a family member or somebody that we know that speaks Spanish, you know just off the street. We have to get a group or company that provides it. Mayor Sykes said and they will have to wait until we can get one to come in here. Kim replied yes. George said and Mike I was reading the same law requires that if we have a deaf person, that we have to have an interpreter who can do American sign language and it has to be an approved certified person and it has to be at the expense of the town. Kim said it is becoming a requirement for like any grants or loans like if you go through the government to get them. Commissioner Hill made a motion to approve the Town of Pink Hill's Language Access Plan. Mayor Sykes asked for a second. Commissioner Quinn seconded the motion. Mayor Sykes asked for any discussion, if not, all in favor say "Aye" and it carried unanimously. Mayor Sykes said thank you Kim.

Police Updates was next on the agenda. Chief Thigpen handed out a copy of his activity log event summary from January 9, 2018 through February 12, 2018 to the board members. Mayor Sykes said y'all have done a good job. She said I haven't heard any complaints so maybe somebody else has (laugh). Chief Thigpen said everything is going good. No problems with the cars. Everything is going good. Mayor Sykes stated that is what we like to hear. Mayor Sykes and the board thanked Chief Thigpen.

The next item on the agenda was Fire Department Report. Fire Chief Heath said since our last board meeting we have had 15 EMS assignments, 5 vehicle accidents, 4 structure fires, 2 automatic fire alarms, 3 brush fires, and 1 service assignment for a total of 30 calls since January 9, 2018.

Fire Chief Heath said the 2017 Federal Grant documentation is completed and was submitted back to the government for their approval. We had originally submitted for 20 sets of turnout gear, but after review and discussion with the grant writer that we need to bring all of our firefighters up into compliance with updated gear. So we had to increase that to 30 sets of turnout gear which would put us in compliance with the regulations for the NFPA. We did change that from 20 sets which we had discussed that I had brought up last month to 30 sets.

Fire Chief Heath said we have started on the 2018 State Fire Grant which is a 50/50 grant and I should have all that paperwork completed and submitted hopefully by the end of this week, so that I can submit it back to the Department of Insurance and the State Fire Marshal's Office. Mayor Sykes asked and what is that for again the 50/50? Fire Chief Heath said we are looking to put what we call a skid unit to replace one that is on one of our trucks right now. It is just a more modern up to date and hopefully be more efficient for us on multiple types of incidents.

Fire Chief Heath said there are two other grants that I am looking at applying for that will be at no cost to the department. One of them is with Tri-County. They have a grant that they put out each year and I think they allow up to \$7,500. So we applied for it last year and we did receive it. I am going to apply for it again this year.

Fire Chief Heath said and one of the other things that we have looked into is to apply for some Rescue Jacks that will be something that will be more beneficial to us on vehicle accidents and

vehicle extrications. It will stabilize the vehicle. And there is another grant that is funded by Firehouse Subs. It is also at no cost to the department. They donate 100% of it if approved. It provides some of our guys to have the certification to do vehicle extrication and some extrication suits. The cost of them is probably around \$500. It will be more beneficial for us to use those versus using turnout gear. If we mess up the turnout gear, it cost \$2700 to replace one set. If we mess up something on the extrication suits, I am looking at \$500 to replace one. So it will be beneficial for us to have more of them than what we have now. That is what we are looking at for the next few dates. Mayor Sykes said it amazes me how much equipment that it takes and I don't know the fire department in order to have an A1 fire department, whether it is A1 or A3, I mean all of the equipment that you all need is really... Fire Chief Heath said the prices on it are astronomical. Mayor Sykes said that is true and I am just proud of y'all. Fire Chief Heath said we try our best to find any sources to save us some money. Mayor Sykes said well you have done a good job on that and I appreciate it, we appreciate it, all of you all of you firemen. Thank you so much.

The next item on the agenda was Water/Sewer Report. Timmy said the biggest thing that I have other than general stuff, we have a burnout coming up which is the chlorine conversion where we just use chlorine instead of using chlorine and ammonia which creates chloramines. We do that for one month every year and that will start on March the 12th and it ends on April 16th. So it will start actually before our next meeting. Everything else in the water department is going well. There is no complaints. Mayor Sykes said I don't have one and I appreciate it, we appreciate y'all.

The next item on the agenda was Budget Amendments if needed. Kim said it is in your book and it is for the fire department per my fire chief and his guys they are requesting to do a budget amendment of \$6,500 which will come from their General Fund Appropriation. These monies will be used to take out, replace, and repair the flooring in the community center. They are going to put carpet, am I correct guys. They are hoping to help with the echoing but chief if you want to say some more about that. I just had to explain. Timmy spoke up and said it's not the general fund, it's fundraising fund. Kim said it has to come out of the...y'all just. Fire Chief Heath said we are looking to remove the existing flooring that is in there now and replace it with some carpet tiles, one it cuts down on the echo effect when we try to rent it out and two it will help with the appearance of the building hopefully be able to rent it out more to help generate some income to help pay utilities over there. The utilities over there and insurance are astronomical. He said improving the looks of it so we can help offset the cost of it. Mayor Sykes said y'all have done a really good job on that building. Commissioner Hill made a motion to approve the budget amendment of the General Fund for Fire Department Capital Outlay for the cafeteria. Mayor Sykes asked do I have a second. Commissioner Murphy seconded the motion. Mayor Sykes said I have a second is there any discussion, if not all in favor say "Aye" and it carried unanimously. Kim said the reason it says General Fund guys because y'all are in the general fund okay for the town. Timmy said well I didn't want anybody to think their taxpaying. Kim said no it is fundraising money but you are in the general fund account. Timmy said I understand.

Remarks by Town Attorney was next on the agenda. George said in looking over the agenda I have concerns about the interpreting language access plan. We don't have a choice. We have to

do it. You all have voted to do it and I think you should do it. The concern I have is finding approved interpreters and as I mentioned it is not just English/Spanish Spanish/English. Mayor Sykes said I understand. He said it is going to be American sign language and if as the town grows, we get people from Vietnam or other places where people are coming to North Carolina, we will have to find other interpreters and it may be that down the road, very shortly down the road that we need to investigate some kind of partnership with Lenoir County, Duplin County, Beulaville, Kenansville, and maybe even as far as Kinston of coming together to find interpreters who are available. The court system has two that I know of but they are just Spanish/English English/Spanish. Mayor Sykes said well I don't think we are going to have many other kind other than Spanish. George replied right and right now I think that is where we are. I just think that we can see the day when we will need to have a consortium like that. Obviously none of us, not the county, not Kinston, not Pink Hill, not Beulaville, not Kenansville, and not Duplin County probably would need a full time person on staff to do this but share it around. Mayor Sykes said well I think we will cross that bridge when we get to it I mean. George said but I don't know if you have that luxury because if somebody comes in tomorrow morning, you have got to have an interpreter. Mayor Sykes said well they will just have to wait until we find one. George replied well I understand but I don't want to be defending that. Mayor Sykes asked what do you mean? Commissioner Hill said in a court of law. Mayor Sykes said well it doesn't say in here does it about how long we have to do it, to get them. George said no a judge gets to say that. Mayor Sykes said well then it should be in here if there is a certain amount of time. George said a judge can say what a reasonable time is. Commissioner Quinn said do we need to check with the county and stuff like that to see. George said all I am suggesting is to explore that. Mayor Sykes said okay as long as it doesn't cost us any money right now. Kim said it gives you the option. George replied yes. Mayor Sykes said well I understand what you are saying but I mean as far as going into...George said I am not a policy maker I am the one who has to try to pick up the pieces. Mayor Sykes said I will help you, I will help you George. Well anyway that is what I have got and I am not going to say any more. George said that is the only thing, it is not an action item. Commissioner Murphy said he is just saying we need to be proactive. Mayor Sykes said that is what I think too.

The next item on the agenda was Comments by the Board. Commissioner Hill said just proud to be here and Commissioner Quinn said me too.

The next item on the agenda was Public Comment Period if needed. There were no public comments at this time.

The next item on the agenda was Closed Session if needed. Mayor Sykes said I need a motion to go into closed session for discussion of contracts. Commissioner Hill made a motion to go into closed session to discuss contracts. Mayor Sykes said do I have a second. Commissioner Quinn seconded the motion. Mayor Sykes said is there any discussion, if not all in favor say "Aye" and the motion carried unanimously.

Mayor Sykes thanked everyone for coming. She told Andrew Odom to call us if he needs us. He replied okay thank you.

Commissioner Hill made a motion to come out of closed session. Commissioner Murphy seconded the motion and it carried unanimously.

Commissioner Hill made a motion that we get our surveyor to survey the Dean Rouse easement on our property at the spray fields and we draw an easement to be recorded at the Register of Deeds. Commissioner Quinn seconded the motion. Mayor Sykes said I have a motion and a second is there any discussion, if not all in favor say "Aye" and it carried unanimously.

With there being no further business the meeting was adjourned.